



CUSTODIAN IV

GENERAL RESPONSIBILITIES

Perform difficult semiskilled work supervising and participating in the care and cleaning of school buildings, grounds and furnishings.

ESSENTIAL TASKS

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- May serve as the head custodian in a high school or middle school.
- Open building, check for intrusions or vandalism, set up for special meetings, set up for breakfast and lunch, receives deliveries from supply or vendors, checks restrooms for cleanliness, keeping and maintaining of school grounds, check portables, secure building.
- Assign duties to other staff members.
- Check school grounds inside and out.
- Prepare for special events.
- Push down hallways and sweep, mop, run buffers or scrubbers.
- Respond to all calls from office for clean-up assistance.
- Raise flags and change light bulbs.
- Set-up for after school sports activities.
- Check on supply inventory, place orders and put in work request.
- Perform related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of cleaning methods, materials and equipment; ability to understand and follow oral and written directions; ability to establish and maintain effective working relationships with associates and school staff; ability to read and speak/understand English; ability to supervise the work of subordinate staff.

EDUCATION AND EXPERIENCE

Graduation from high school and considerable custodial experience.
A comparable amount of training and experience may be substituted for the minimum qualifications.

PHYSICAL REQUIREMENTS

Significant standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, handling, pushing, and pulling. Ability to lift 50 lbs.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

SPECIAL REQUIREMENTS

None

FLSA status: Non-exempt	Description: Rev. 6/00, 4/16
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